



**SASKATCHEWAN  
CONSTRUCTION  
ASSOCIATION**

**Saskatchewan Construction Association**

320 Gardiner Park Court | Regina, SK Canada | S4V 1R9

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## SCA PLAN DEPOSIT FUND

*Developed and Endorsed by the  
Saskatchewan Construction Industry*

### APPLICATION FOR MEMBERSHIP

Date: \_\_\_\_\_ 20 \_\_\_\_\_ Local Association \_\_\_\_\_

We: \_\_\_\_\_ of  
(Name of SCA Member Firm)

\_\_\_\_\_  
(Complete mailing address)

\_\_\_\_\_  
(Telephone Number)

\_\_\_\_\_  
(Fax Number)

\_\_\_\_\_  
(Email)

Hereby apply for membership in the **“SCA Plan Deposit Fund”**, and agree to accept and be obligated to the **“Purpose and Regulations”** as detailed on page 2 of this application form.

Specifically, we agree to accept and pay promptly any extra assessments which may be levied against our firm due to an excessive number of claims on the fund, or for excessively drawing plans without submitting tenders.

We enclose our cheque in the amount of **\$50.00 (includes GST)** made payable to the **Saskatchewan Construction Association Inc.**

Authorized Signature: \_\_\_\_\_

Name (please print): \_\_\_\_\_

Administered by:

Saskatchewan Construction Association Inc.,  
320 Gardiner Park Court, Regina, Saskatchewan, S4V 1R9

# We build Saskatchewan.



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## SCA PLAN DEPOSIT FUND - PURPOSE AND REGULATIONS

### PURPOSE

The purpose of establishing the Plan Deposit Fund shall be to guarantee the return of plans on time and in good condition by the contractor or to reimburse the owner/consultant the cost of replacement, and thereby avoid the need for subscribers to lodge plan deposits.

### REGULATIONS

The Plan is to be administered by the Saskatchewan Construction Association Inc., The Fund shall be maintained in a separate bank account by the Association. All members of the Saskatchewan Construction Association Inc. shall be entitled to subscribe to the Fund by paying the required membership fees and assessments.

A list of subscribers to the Fund shall be distributed by the SCA to all architects, consulting engineers and construction purchasers, along with a copy of the current regulations and the effective date of the plan.

On December 1<sup>st</sup> of each year an annual membership fee (when required) shall be billed to all subscribers. Members with unpaid membership fees on the following January 31<sup>st</sup> shall be deleted from the new list of subscribers referred to in paragraph two above.

Members, who are the subject of an excessive number of claims on the Fund, shall be subject to an extra assessment. Such extra assessment shall be billed on December 1<sup>st</sup> and be paid by the following January 31<sup>st</sup>. An extra assessment may be appealed within thirty days after billing date to the "SCA Board of Directors", whose decision shall be final.

Members who excessively draw plans without submitting a tender may be charged an extra assessment, and the billing and appeal procedure stipulated in paragraph four above shall apply.

The SCA shall be responsible for determining the initial and annual membership fee and any necessary extra assessments referred to in the foregoing paragraphs. The SCA Board of Directors shall determine what refund, if any, shall be payable to a member resigning from the Fund.

The Association shall refer any dispute with respect to the cost of replacement of plans, not returned on time or in good condition, to the "SCA Board of Directors", who shall consider the claim and be empowered to settle same on behalf of the Association.

The time for returning plans, for the purpose of determining liability of the Fund, is the period for tender acceptance as stipulated in the tender documents.